

9-10-1976

1976 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Richard Waddell

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MINUTES
BOARD OF TRUSTEES
SPECIAL MEETING
GRUPE CONFERENCE CENTER
SEPTEMBER 10, 1976
4:00 P.M.

The special meeting of the Board of Trustees was called to order by the Chairman, Mr. Paul Schaaake, in Grupe Conference Center on the campus of Central Washington State College in Ellensburg, Washington.

ROLL CALL

- | | |
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| <p><u>Present</u>
<u>Board of Trustees</u>
Mr. Paul Schaaake, Chairman
Mrs. Catherine Hunter, Vice Chairperson
Mr. Herbert L. Frank
Dr. Eugene Brain</p> <p><u>Others</u>
Dr. James E. Brooks, President
Dr. Jimmie Applegate, Faculty Senate Chairman</p> | <p><u>Absent</u>
<u>Board of Trustees</u>
Mr. Philip Caron</p> |
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INTRODUCTION

The Chairman introduced the new Assistant Attorney General for Central Washington State College, Mr. Owen F. Clarke, Jr. Mr. Milam reviewed Mr. Clarke's background and indicated that Mr. Clarke had been sworn in this afternoon before the Washington Bar Association. Mr. Clarke and his family will be settling in Ellensburg shortly.

STUDY SESSION

The Chairman indicated that the board would be conducting a study session on the next two items listed on the agenda and that there would be no action taken.

Merchants Using SUB

The Chairman asked Mr. Frank Erickson, local businessman, to speak on the subject of merchants selling in the SUB. Mr. Erickson read a letter he had originally directed to Dr. Brain as Chairman of the Board and which had been printed in the Ellensburg Daily Record. Mr. Erickson indicated his concerns had not changed or been resolved since that time. Mr. Erickson suggested the college should adopt a policy similar to the University of Washington statement of 1972, that the Ware Fair and other selling on campus should reflect the quality and other ideals that are expounded by the professors in higher education (art), that the Ware Fair and other events involving selling should be juried by at least one tenured art department professor, and that only hand crafted items should be allowed to be sold. Mr. Erickson felt that the Art Department, students and faculty should be involved in the SUB selling.

Dr. Donald Wise, Associate Dean of Student Union and Activities, indicated the last two Ware Fairs had been juried by the Art Department and that it was anticipated that this would continue. He noted that some merchants have been asked not to return. He also stated that some local merchants had indicated a desire to bring in merchandise other than handcrafted items (for example, records) to sell at the Fair.

The discussion included a petition signed by ten businessmen which was presented to the board in November, the Chamber of Commerce involvement in discussions of SUB selling, limiting merchandising in the SUB other than at the Ware Fair, limiting merchandise to handcrafted items, limiting sales by out of county merchants, selling and soliciting policies in the SUB and in other campus buildings, the purpose of Ware Fair, and jurying events and the expense involved.

The board members gave their opinions briefly as follows: Mr. Frank felt a board policy would be limiting and preferred to offer guidance, allowing administrators to use their judgments. He suggested the encouragement of more handcrafted items and the discouragement of other items unless they were brought in by student groups in fund raising events. Mrs. Hunter indicated she would not like to see the selling limited but would prefer to keep the policy general so that students would have the opportunity of viewing merchandise from other areas. She noted that her experience had been that the Ware Fair took the form of a recreational service for the students and that it provided entertainment for them to go through the fair. She indicated that if the students didn't like the merchandise they would not buy and the merchants would not return. Dr. Brain agreed that students wouldn't support what they didn't want and that he felt they enjoyed the fair. He did not feel the selling should be limited to Kittitas County merchants only. Mr. Schaaque expressed his opinion that any restrictions should not apply to student groups, and also expressed some concern about selling other than at Ware Fair. He indicated that perhaps the selling should be limited to handcrafted items and perhaps there should be limited merchandising in the SUB.

The Chairman indicated there would be no action taken at this time; the board would like to receive some suggestions from Dr. Wise and would like some time to consider the discussion which just took place.

Administrative Code

Mr. Bill Allison, Business Manager, indicated he and Dr. Reed had met individually with the board members regarding the proposed administrative code and had prepared a summary of the concerns expressed by the board. Mr. Allison distributed a copy of the summary to each board member.

It was agreed to discuss the areas of what seem to be the main concerns which included non-renewal, professional leave and disability leave. Mrs. Hunter asked for information regarding administrative codes at other colleges similar to Central. Dr. Brain asked for general information throughout the country on professional leaves for administrators.

Mr. Frank expressed concern about the length of notice required

for non-renewal and indicated he felt the proposed code provided for too long of a "lame duck" period. Mr. Milam explained that the board could establish its own rules as long as it was done with reasonableness, with awareness of the job market and the normal time periods of job openings in the education arena. He indicated the civil service model has been upheld in hearings. He also reviewed the differences between non-renewal and termination for cause.

Mr. Frank asked that in the professional leave section of the proposed administrative code that the granting of the leave must be for the benefit of the institution be underlined and that it be worded plainly in the revision so there will be no question that the leave is not automatically granted and that final authority for granting the leave rests with the board. Mr. Frank noted the philosophy for the administrative leave is different from the faculty professional leave and he would like that reflected in the revision.

There was a general discussion of the disability leave section of the proposed code. Additional information was requested as to the college's disability insurance program and the State Industrial Insurance program and how these programs would supplement the proposed administrative disability leave.

Administrative Affairs

Dr. Brooks reported on progress in filling administrative position vacancies. He introduced Dr. Guy who is the new Acting Dean of Student Development. Dr. Brooks indicated that the positions of College Editor and Affirmative Action Director and Minority Advisor are close to being filled, consideration is down to the final candidates.

RECESSED

The Chairman recessed the meeting to allow the members to go into an Executive session at approximately 6:04 p.m.

RECONVENED

The Chairman reconvened the meeting at approximately 8:16 p.m. and adjourned the meeting at approximately 8:17 p.m.

Mr. Jonathan Jones, Vice President for Student Affairs, indicated that it was a happy report that as a result of wage-ordinary efforts on the part of the staff combined with other factors such as a relatively mild winter, and an increased enrollment program, the financial position of the Housing and Food Service operation has shown a substantial improvement. Mr. Jones thanked Mr. Allison, Mr. Hill and their staffs for their successful efforts.

FIN BUSINESS

The Board moved to Item VII.1, 1-1977-78 Operating Budget Request - Final Approval. Mr. Jones, Mr. East Martin, and Mr. Bruce Becher were present to discuss the budget request with the Board. Mr. Jones indicated the budget was conservative requesting a 2.0% increase in 1977-78 and a 2.44 increase in 1978-79.

MINUTES
BOARD OF TRUSTEES
SPECIAL MEETING
GRUPE CONFERENCE CENTER
SEPTEMBER 10, 1976
8:00 P.M.

The special meeting of the Board of Trustees was called to order by the Chairman, Mr. Paul Schaake, in Grupe Conference Center on the campus of Central Washington State College in Ellensburg, Washington.

ROLL CALL

<u>Present</u>	<u>Absent</u>
<u>Board of Trustees</u>	<u>Board of Trustees</u>
Mr. Paul Schaake, Chairman	Mr. Philip Caron
Mrs. Catherine Hunter, Vice Chairman	
Mr. Herbert L. Frank	
Dr. Eugene Brain	
<u>Others</u>	
Dr. James E. Brooks, President	
Dr. Jimmie Applegate, Chairman, Faculty Senate	

APPROVAL OF MINUTES

MOTION NO. 4411: Mr. Frank moved approval of the minutes for the meeting of the Board of Trustees on August 13, 1976 with the inclusion of the information that Mrs. William H. Gates is a member of the Board of Regents of the University of Washington. Mrs. Hunter seconded the motion and the motion carried.

CHANGES TO THIS AGENDA

Dr. Harrington asked that the following changes be made to the agenda: Delete: VII. B. 4. c, g, k, and m

Add: VII. B. 1 c, 3 e and f, and 4 p.

(complete addendum on file in president's office)

REPORTS

Mr. Courtney Jones, Vice President for Business and Financial Affairs, indicated that he was happy to report that as a result of extra-ordinary efforts on the part of the staff combined with other factors such as a relatively mild winter, and an increased conference program, the financial position of the Housing and Food Service operation has shown a substantial improvement. Mr. Jones commended Mr. Allison, Mr. Hill and their staffs for their successful efforts.

NEW BUSINESS

The board moved to Item VII.A. 1--1977-79 Operating Budget Request--Final Approval. Mr. Jones, Mr. Kent Martin, and Mr. Bruce Beecher were present to discuss the budget request with the board. Mr. Jones indicated the budget was conservative requesting a 6.6% increase in 1977-78 and a 4.4% increase in 1978-79.

MINUTES
BOARD OF TRUSTEES
SPECIAL MEETING
GROUP CONFERENCE CENTER

Faculty FTE would be 354.74 in 1977-78 and 372.49 in 1978-79. Mr. Jones outlined the college's needs and concerns as they appear in the budget document. He commended Mr. Martin, Mr. Beecher and their staffs for their work.

MOTION NO. 4412: Dr. Brain moved, seconded by Mrs. Hunter, to approve the 1977-79 Operating Budget Request in the total amount of \$47,010,921 for the biennium, as presented by the administration for submission to the Governor. The motion carried.

RECESS

The Chairman recessed the meeting at approximately 9:00 p.m. to allow the board to go into Executive Session to consider Item IV. B-- Union Contract Negotiations, and personnel items listed on the agenda.

RECONVENED

The Chairman reconvened the special session at approximately 10:32 p.m.

NEW BUSINESS

Academic Affairs

Adjunct Appointment Discontinued

MOTION NO. 4413: Mr. Frank moved, seconded by Mrs. Hunter, to approve the discontinuance of the following Adjunct appointments. The motion carried.

- Ray E. Jensen, Adjunct Instructor of Law and Justice, appointment discontinued, effective upon fifteen days notice after approval by the Board of Trustees
- Alfred H. Pickles, Adjunct Instructor of Law and Justice, appointment discontinued, effective upon fifteen days notice after approval by the Board of Trustees
- Thomas W. Galbraith, Adjunct Assistant Professor of English, appointment discontinued, effective upon fifteen days notice after approval by the Board of Trustees

Salary Adjustment

MOTION NO. 4414: Mrs. Hunter moved, seconded by Dr. Brain, to approve a salary adjustment for Laura Lee Appleton, Assistant Professor of Sociology, one-step salary increase (from step 10.0 to 11.0) for completion of Ph.D., effective September 1, 1976. The motion carried.

Reappointment

MOTION NO. 4415: Mr. Frank moved to approve Items VII.B.3. a-e as follows. The motion was seconded by Mrs. Hunter. The motion carried.

Luther G. Baker, Professor of Family Studies, appointment as Acting Chairman of the Department of Home Economics, Family & Consumer Studies for fall quarter, 1976 only
Manfred E. W. Jaehnig, half-time appointment as Acting Associate Professor of Anthropology, effective for 1976 autumn quarter only

Jose P. Licano, reappointed as Director of E.S.E.A, Title I, Migrant Education Project Grant, effective from August 1, 1976 through June 30, 1977

Karl R. Rickabaugh, Adjunct Assistant Professor of Psychology, reappointment to begin fall quarter, 1976 and continue until further notice

Jean M. McFarland, Acting Instructor of Leisure Services, appointment effective for fall quarter, 1976 only

MOTION NO. 4416: Dr. Brain moved, seconded by Mrs. Hunter, to approve the reappointment of Connie M. Roberts, Instructor of Business Education and Administrative Management, appointment effective for the 1976-77 academic year, with the stipulation that if Ms. Roberts accepts she must complete her doctorate before tenure will be granted. The motion carried.

New Appointments

MOTION NO. 4417: Mrs. Hunter moved, seconded by Dr. Brain, to approve the following new appointments. The motion carried.

Marguerite J. Brown, Instructor of Consumer Management, appointment effective for the 1976-77 academic year

Harriet S. Dolphin, Assistant Professor of Art, appointment effective for the 1976-77 academic year only (one-year appointment)

Charles L. Guatney, Assistant Professor of Business Education and Administrative Management, appointment effective for the 1976-77 academic year

Corwin P. King, Assistant Professor of Communications, appointment effective for the 1976-77 academic year

Frank W. Marvin, Acting Instructor of Aerospace Studies, appointment effective fall, 1976 only, part-time; and Adjunct Lecturer in Aerospace Studies with appointment to begin fall quarter, 1976 and continue until further notice

Allen R. McMillan, Adjunct Instructor of Law and Justice, appointment to begin fall quarter, 1976 and continue until further notice

Nancy R. Nickerson, Lecturer of Librarianship, appointment effective for the period from September 15, 1976 to September 15, 1977 (one-year only)

Robert H. Novak, Instructor of Librarianship, effective for the period from September 13, 1976 to September 1, 1977

Bartholomew J. Sarzynski, Assistant Professor of Speech Pathology and Audiology, appointment effective for the 1976-77 academic year

Rae D. Whitehall, Acting Instructor of Education, effective for fall quarter, 1976 only

Marjorie M. Wilson, Adjunct Associate Professor of Health Science, appointment for fall quarter only

Catherine M. Devney, Lecturer in Physical Education, appointment effective for the 1976-77 academic year on a half-time basis

Administrative Affairs

MOTION NO. 4418: Dr. Brain moved, seconded by Mr. Frank, to approve the appointment of Dr. Donald E. Guy, Associate Professor of Psychology, as Acting Dean of Student Development, effective September 1, 1976 to August 31, 1977. The motion carried.

Dr. Brooks noted that Dr. Guy would be reporting directly to the President. He indicated that he was pleased that Dr. Guy was willing to respond to this assignment and that he would be working to lay out plans for the student development area and working out a job description for the new dean as the search for the permanent dean begins.

NEXT MEETING

The next regularly scheduled meeting of the Board of Trustees was established for October 8, 1976. Dr. Brooks noted that October 16, 1976 will be Homecoming at the college and he invited the board members to attend.

ADJOURNMENT

The Chairman adjourned the meeting at approximately 10:45 p.m.